

**Round Lake Library Board of Trustees Meeting
August 9, 2016 - 7pm
Round Lake Village Community Room**

Trustees Present: Nancy Theissen, Lance Spallholz, Paul Block, Deb Albrecht, Lydia Hoffman, Rachel Ziegler-Sheridan

Associate Trustees Present: Steve Ames,

Absent:

Excused: Jean Sweet, Angela DeMeritt

Director: Jennifer Hurd

Public: Courtney Max

Presenter: Sara Dallas, SALS director

Quorum present

The meeting was called to order by Nancy Theissen at 7:00pm.

Presentation

Sara Dallas summarized the SALS 2016 Strategic Planning Process (**attached**)

Minutes

A motion to approve the minutes of the 7/12/16 Board of Trustees Meeting was made by Paul Block, seconded by Lydia and approved with 2 abstentions. (**attached**)

Directors Report

Jennifer Hurd presented the director's report. (**attached**)

Library Statistics

Monthly reports for the library statistics were reviewed. It was noted that circulation is down. There was discussion that digital media may be contributing to this. (**attached**)

Budget

The Board reviewed monthly reports for July 2016 which include the library budget, profit & loss, balance sheet and warrents. (**attached**). Lance Spallholz again expressed the need for a format other than xps. files so they are readable by everyone. He also has some questions regarding the "unclassified" column which he will address with Brian Guarneri directly. A motion was made to approve the financial documents by Deb Albrecht, seconded by Paul Block and unanimously approved.

Nelson Beebe Report & Contract Renewal

Nelson Beebe, library accountant, presented the audit report to Deb Albrecht and Nancy Theissen. (**attached**) He suggests that we provide copies of the quarterly investment reports from Adirondack Trust to Brain Guarneri for his files, especially since the Honor and Remembrance Fund, established by the Round Lake Library, is a part of those reports. Nelson also provided a contract for continuation of his services in 2017. A motion was made to continue accounting services with Nelson Beebe for the Round Lake Library in 2017 by Deb Albrecht, seconded by Lance Spallholz and unanimously approved. Nancy Theissen will sign the contract and mail a copy to Nelson and retain one for the library records.

414 Update

We have exceeded the number of petition signatures required to have the 414 proposed funding increase for the Round Lake Library on the November ballot. Nancy Theissen will be presenting those signatures at the August 15, 2016 Town of Malta Board meeting.